

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Medical Provider Network: Employee Notification	REFERENCE NUMBER: 2005-049
DATE ISSUED: 11/17/05	SUPERSEDES:

This memorandum should be forwarded to:

**Personnel Officers
Personnel Transactions Supervisors
Return-to-Work Coordinators
Health and Safety Officers**

FROM: Department of Personnel Administration
Benefits Division

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The State Compensation Insurance Fund medical provider network (MPN) for State employees has been approved. To implement the MPN, State departments must notify *all* of their employees *by December 1, 2005*.

To comply with the notification requirement, you must provide each of your employees with a copy of the brochure entitled "State Fund Medical Provider Network for Employees of the State of California by December 1, 2005." This brochure can be downloaded from the State Fund Web site. The brochure may be distributed as an email attachment to employees who have access to email at work. If any of your employees do not have regular access to email at work, you must print the form and provide a copy to those employees. A Spanish version of the brochure is available and should be used when appropriate.

A copy of the brochure must also be provided to each new employee at the time of hire and when an industrially injured employee is referred to the MPN for medical care. The brochure is located on State Fund's State Contract Services Web site at:
<http://www.scif.com/StateContracts/Index.html>, click on 'Forms,' 'Medical Provider Network (e13141)' or 'Medical Provider Network: Spanish (e13141 Spanish.)'

We are required to provide notice to our employees 30 days prior to the implementation of the MPN. Our implementation date is January 1, 2006. Implementation will allow the State to utilize the MPN to provide medical care to industrially injured employees who have not pre-designated a personal physician. Injured employees who are directed to treat with an MPN provider may be required to treat within the MPN for the life of the claim.

PML 2005-049

11/17/05

Page 2

Additional information regarding the MPN and the changes associated with it will be provided in a future PML. In the meantime, information regarding MPNs in general can be found on the Division of Workers' Compensation Web site at: <http://www.dir.ca.gov/dwc/> or on the State Fund Web site at: <http://www.scif.com/news/WorkersCompReformUpdate.html>.

If you have any questions regarding this PML, please contact Keith Mentzer, Workers' Compensation Manager, at (916) 445-9792.

/s/ Debbie Endsley

Debbie Endsley, Chief
Benefits Division